

VITAL RECORDS

How to obtain birth/death certificates:

If the birth/death occurred in **Fond du Lac County**, contact:

Register of Deeds
160 S. Macy Street
Fond du Lac, WI 54935
Telephone: 920-929-3018

If the birth/death occurred elsewhere in the state of Wisconsin, contact the Register of Deeds in that county or go to:

www.dhfs.wisconsin.gov/vitalrecords

If the birth/death occurred in another state, go to:

www.cdc.gov/nchs

How to obtain divorce judgments:

If the divorce occurred in **Fond du Lac County**, contact:

Clerk of Courts
160 S. Macy Street
Fond du Lac, WI 54935
Telephone: 920-929-3038

If the divorce occurred elsewhere in the state of Wisconsin, contact the Clerk of Courts in that county or go to:

www.dhfs.wisconsin.gov/vitalrecords

If the divorce occurred in another state, go to:

www.cdc.gov/nchs

APPLICATION CHECKLIST

- _____ Certified copies of birth certificates (Hospital certificates, baptismal certificates and state notifications of birth registration are **NOT ACCEPTED**.)
- _____ Current Valid Photo IDs
- _____ Proof of residency in Fond du Lac County from one applicant (If photo ID does not contain the current address, the applicant will need 3 dated bills or other official correspondence addressed to the applicant with the applicant's current street address. Mail addressed to a post office box does not fulfill this requirement.)
- _____ Social Security Numbers (Applicants do not need to bring their cards.)
- _____ Proof of how last marriage ended (signed and dated judgment of divorce or legal annulment papers, or certified death certificate)
- _____ Ceremony information (wedding location, officiant name and phone number)
- _____ \$90.00 application fee, cash only
- _____ Foreign language: documents in another language must have a certified translation, or a translator must be present. The translator must be an uninterested party.

Marriage License Information

This pamphlet is provided by

Lisa Freiberg
Fond du Lac County Clerk

160 S. Macy Street
Fond du Lac, Wisconsin

920-929-3000

www.fdlco.wi.gov

Office Hours – Monday through Friday
7:45 A.M. to 4:30 P.M.*

*Applications are accepted only
until 4:00 P.M.

INFORMATION GUIDE

Age: Any person who has attained the age of 18 may marry if otherwise competent. If a person is between the ages of 16 and 18, the license will be issued only with the written consent of parents, guardian or custodian. If the parents are divorced, proof must be provided showing legal guardianship. If one parent is deceased, a certified death certificate is needed.

Proof of Age: Both parties are required to present a certified copy of their birth certificate from the state or county where the birth occurred. (*Hospital birth certificates, baptismal certificates and state notifications of birth registration are not acceptable.*)

Residency: Application must be made in the county in which one or both parties have resided for at least 30 days. If both parties are residents of other states, application must be made in the county where the ceremony is to be held. If neither person has been a resident of any county for 30 days prior to applying, application must also be made in the county where the ceremony is to be held.

Photo ID and Proof of Residency: Both parties must present photo identification (*current valid driver's license, alien card, school ID, etc.*) and documentation showing a correct address for proof of residency (*driver's license, rent receipt, checking account, utility bill, etc.*).

Divorced Persons: Applicants who have been divorced may not remarry until 6 months after the granting of the judgment of divorce regardless of where the action took place. Application cannot be made until 5 days prior to the divorce being finalized.

Proof of How Last Marriage Ended: Signed and dated copies of the judgment of divorce papers or legal annulment papers, or a certified copy of the death certificate must be shown at the time of application.

Social Security Numbers: Both parties must provide their social security number. It is not necessary to bring the cards.

Ceremony Information: The date of the wedding; name and telephone number of the officiant performing the ceremony; and wedding location, including the county and name of the city, village or township, must be provided.

Waiting Period: A 5-day waiting period is required by law. A waiver may be obtained by nonresidents of Wisconsin for an additional fee. The license is valid for 30 days after the date of issuance and the marriage must be performed within that period.

Translator (if needed): If either party does not speak or understand English, a third party translator must be present at the time of application. The translator must be an uninterested party.

Relationship: Persons closer in relationship than second cousin may not marry except when the female has attained the age of 55 years. (For exceptions, call the County Clerk's Office.)

Application: The couple (*one male and one female*) must apply together. Appointments are not necessary.

License Fee: The application fee of \$90.00 is payable at the time of application by cash only.

AFTER THE WEDDING

- ✓ Contact the Register of Deeds in the county where you were married to ensure that your marriage certificate has been filed. The certificate is to be filed within three days after the ceremony. If it has not been filed, please contact your officiant.
- ✓ Visit your local Social Security Office to change your name and/or address free of charge.
- ✓ Change your driver's license at the Department of Motor Vehicles.
- ✓ Contact the Post Office, as well as any businesses or persons you receive mail from, with your changes.
- ✓ Make the necessary changes on your insurance and medical records, as well as on any other miscellaneous records.
- ✓ Update your voter registration form with your name and/or address changes. This can be done with your municipal or county clerk.

The regulations contained in this pamphlet are governed by the laws of the State of Wisconsin. These regulations are the same statewide. The cost of a marriage license and waiver may vary from county to county.